Minutes from the March 11, 2004 MSFC PMC
Prepared by VS10/Rich Gladwin

DD01/Rex Geveden chaired the meeting. Mr. Gladwin reviewed the agenda. The agenda included: (1) Formulation Request for the Kistler K-1 project and (2) Implementation request for the X-37 project.

FD/Jon Holladay presented the request for the Kistler K-1 project to complete the formulation phase. Mr. Holladay was asked if both stages of the K-1 were reusable. He replied that both stages are fully reusable. Mr. Geveden asked for additional description of the non-pyrotechnic separation system. Mr. Holladay replied that once separation bolts are fired, gas pressure is used to separate the first and second stages. Mr. Holladay was asked if any of the presented material was considered proprietary. Mr. Holladay responded that most of the K-1 information is available on public websites, but that he would ensure that any proprietary information was marked and protected. Mr. Geveden asked if NASA is only required to pay Kistler after it receives data. Mr. Holladay replied that was true for both design data and for flight data. Mr. Kilpatrick asked if K-1 was to demonstrate docking capability. Mr. Holladay replied that docking was not being demonstrated. K-1 plans to berth and use the RMS to dock to the ISS. Mr. Holladay was asked about safety requirements that apply when in proximity to the ISS. Mr. Holladay replied that K-1 would comply with the ISS visiting vehicle document, which is pending approval. He also indicated that an ICD would be developed. Flight 5 of K-1 is planned to be in close proximity to ISS and would be required to comply with the visiting vehicle document. Mr. Holladay was asked what the projected launch costs were for K-1. He replied that Kistler was advertising a launch cost of $17 million to Low Earth Orbit (LEO). Mr. Holladay was asked about the payload capability. He replied that K-1 could carry 7000 pounds up to orbit and 2000 pounds back down to earth on a typical Space Station class mission. Mr. Geveden asked if Kistler would be eligible to receive full payment if they are late on a deliverable. Mr. Holladay replied that he would have to check the contract language in order to provide an answer. Mr. Kilpatrick asked how engineering deliverables are determined to be acceptable. Mr. Holladay replied that deliverables are considered acceptable if Kistler provides them consistent with the DRDs. Mr. Flanagan asked what MSFC's past involvement has been with Kistler. QD/Mr. Hartline replied that S&MA had very little involvement with the project when it was under the 2GRLV program. Mr. Hartline also indicated that since K-1 was not being launched from KSC, MSFC S&MA was not involved with verifying that launch requirements were being met. PS/Mr. Beale interjected that the Kistler contract option had not been authorized yet. Mr. Holladay was asked if Code M has been informed of the cost of the proposed effort. He replied that HQ/George Baker (who works for Karen Poniatowski) had been informed of the order of magnitude. Mr. Holladay was asked who in the project was responsible for ITAR. Mr. Holladay replied that Kistler was responsible for meeting ITAR regulations. Mr. Holladay was asked to verify the responsibilities of Kistler and the government with respect to ITAR. Mr. Geveden asked if the workforce requirements had been coordinated with all affect Directorates. Mr. Holladay responded that they were coordinated. Mr. Geveden gave a tentative approval of the K-1 formulation request. Mr. Geveden noted that the K-1 project must complete its project plan prior to being given the approval to proceed with the implementation phase.

ACTION 1:
Assigned to: FD01/Jon Holladay
Action: The action to Kistler K-1 project was divided into 3 parts. (1) Mark and protect any proprietary information that has been provided to MSFC, (2) Based on contract language, determine if Kistler would be eligible to receive full payment if they are late on a contract deliverable, (3) Verify the responsibilities of Kistler and the government with respect to ITAR.
Due Date: TBD

XP/Susan Turner was scheduled to present the X-37 project's request to complete the implementation phase. Due to time constraints, Ms. Turner was not able to make the presentation as planned. Mr. Flanagan stated that SMO did not concur in the X-37 project plan as written because the plan used pointers to the ERASMUS website for budget and workforce information. Although Mr. Flanagan supported the concept of using electronic media to maintain the project baseline data current, he noted that the ERASMUS website does not have provisions for Center management to approve workforce, budget or schedule updates. Mr. Geveden stated that the X-37 project should be allowed to proceed as a pathfinder in maintaining baseline project data within ERASMUS. Mr. Geveden asked the PMC secretary to investigate the possibility of having MSFC Center management approval built into the ERASMUS website. The MSFC PMC approved the workforce requirements needed to complete the implementation phase.

ACTION 2:
Assigned to: QD02/Rich Gladwin
Action: Request that the ERASMUS website add a capability for MSFC Center management approval of project baseline data.
Due Date: April 19, 2004

 The meeting was then concluded.

Attendance for MSFC PMC – March 11, 2004

Council Members	Organization
Rex Geveden	DD01
Gerry Flanagan	VS10
Bill Simpson (for Sue Foster)	RS01
Bill Kilpatrick	ED01
Tony Lavoie	FD01
Tom Stinson (for Ann Whitaker)	SD01
Alberto Duarte (for Chris Singer)	TD01
Ruth Harrison (for Mike Rudolphi)	MP01
Chris Cowart and Tom Hartline (for Jan Davis)	QS01
Jim Carter	AD01
Steve Beale	PS01
James McGroary (for Bill Hicks)	LS01
Danny Johnson	ED40

Others in Attendance	Organization
Rich Gladwin (PMC Secretary)	VS10
Ron Winkler	FD11
Lanny Upton	FD01
Julie Sanchez	FD01
Elaine Hamner	PS01
Tom Bechtel	FD20
Bob McKemie	VS10
Vic Hamrick	FD11
Mary Harris	XP01
Susan Turner	XP01
Karen Spanyer	XP01
Angie Nolen	XP01
Jim Turner	TD60
Sharon Wiegmann	VS10
Glenn Turner	XP01
Holly Snow	XP01
Randy McClendon	FD24
Scott Croomes	FD20